

**PENNFIELD CHARTER TOWNSHIP
REGULAR MEETING MINUTES
JANUARY 14, 2014**

Supervisor Behnke called the meeting to order at 6:30 PM at the Pennfield Middle School cafeteria. Present were Supervisor Behnke, Clerk Case, Treasurer Phillips and Trustees Beard, Damerow, Harris & Skelding. Supervisor Behnke led the Pledge of Allegiance. There were four residents present.

CITIZEN/PUBLIC COMMENTS

Art Kale, Calhoun County Commissioner was present to introduce himself to the Board and announce that he is running for State Representative and also gave a road update.

PRESENTATIONS/PROCLAMATIONS

None

ADDITIONS/DELETIONS TO THE AGENDA

It was moved by Trustee Damerow and supported by Trustee Beard to approve the Agenda as presented. **Motion carried.**

CONSENT AGENDA

It was moved by Trustee Damerow and supported by Trustee Beard to approve the Consent Agenda as presented. **Motion carried.** The Consent Agenda consists of the following items:

1. Meeting minutes of December 10, 2013
2. Utilities Division monthly report – see addendum
3. Code Compliance monthly report – see addendum
4. Permits Department monthly report – see addendum
5. Assessor Department monthly report – see addendum
6. Cemetery Department monthly report – see addendum
7. Zoning/Township monthly report

DEPARTMENT REPORTS

POLICE: Lt. Wiersma from the Calhoun County Sheriff's Department was present to give the monthly report. The monthly stats are as follows: 76 traffic citations, 185 verbal warnings, 19 traffic crashes, 77 arrests, 35 self generated complaints, 206 dispatched complaints, 1,294 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The monthly stats are as follows: 1 fire, 61 rescue & emergencies, 45 hazardous conditions, 2 service calls, 6 good intent calls.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Election Commission

It was moved by Trustee Damerow and supported by Trustee Beard to approve the appointment of Trustee Skelding and Trustee Beard to the Pennfield Charter Township Election Commission for 2014. **Motion carried.**

TREASURER'S MONTHLY REPORT

December, 2013 report shows the following balances on hand:

General Fund	\$588,439.26
DDA	\$0.00
Metro Act – Maint.	\$13,915.92
Parks	\$13,032.89
Public Safety	\$3,055.06
Sewer	\$864,203.54
Water	\$872,300.58
Trust & Agency	\$6,696.40
Tax Collection	\$1,447,294.36
TOTAL:	\$3,808,938.01

It was moved by Trustee Damerow and supported by Trustee Beard to approve the Treasurer's monthly report as presented. **Motion carried.**

PAYMENT OF MONTHLY BILLS

It was moved by Trustee Damerow and supported by Trustee Beard to approve the payment of the monthly bills in the amount of \$182,011.66. **Motion carried.**

EXTENDED PUBLIC COMMENTS

A resident asked about the condition of Mr. Hammer from Tigers Towing.

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Harris stated that there is a Prayer Breakfast for the public on Saturday, January 18, 2014 at the First Congregational Church and also inquired about O'Reilly Auto Parts. Trustee Damerow asked about the fence on the Wal-Mart property. Trustee Beard commented on the answers to the questions that were asked of Supervisor Behnke in an email dated January 6, 2014.

ANNOUNCEMENTS MADE BY CHAIRPERSON

The next regularly scheduled Township Board Meeting will be on February 11, 2014. The next regularly scheduled recycling weekend will be January 25th and 26th.

It was moved by Trustee Damerow and supported by Trustee Beard to adjourn the meeting at 8:02 PM. **Motion carried.**

Robert P. Behnke, Jr.
Supervisor

Kathleen R. Case
Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of December, 2013 are as follows: 1,200 meter reads, 13 corrective work orders and 12 Miss Digs.

CODE ENFORCEMENT

The following was completed for the month of December, 2013:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 9 new complaints: 2 inoperable vehicles, 3 junk/trash/rubbish, 1 front yard parking, 3 Township Ordinance.

ASSESSOR

The following was completed for the month of December, 2013:

1. All Homestead & Property Transfer Affidavits are current. There were 7 transfers of property processed for the month, all were regular sales.
2. Visited properties with new construction.
3. December Board of Review processed Homestead exemptions and 10 Veteran Exemptions.
4. Attended State Tax Commission Hearing regarding personal property.
5. Miscellaneous phone & in person inquiries about assessments & descriptions.

CEMETERY

Burial of Ashes	12/13/13	\$300.00
Burial	12/20/13	\$500.00
Burial	12/28/13	\$650.00
Burial	12/31/13	\$500.00
Grave purchase	12/10/13	\$900.00
Grave purchase	12/23/13	\$1,800.00
TOTAL:		\$4,650.00

PERMITS

Building	5 permits (PB13-064 thru PB13-068)	\$1,329.89
Electrical	7 permits (PE13-048 thru PE13-054)	\$850.00
Mechanical	5 permits (PM13-060 thru PM13-064)	\$587.00
Plumbing	6 permits (PP13-018 thru PP13-023)	\$1058.00
TOTAL:		\$3,824.89

